

## **APPROVED MINUTES OF THE MAY 23, 2005 MEETING OF THE FAIRFAX COUNTY SMALL BUSINESS COMMISSION**

Location: Fairfax County Government Center, 12000 Government Center Parkway,  
Fairfax, Virginia, Conference Room 9

Attending: **SBC Members**  
Samuel Phipps, Chairman, Lee District  
Harold Pyon, Vice-Chairman, Braddock District  
Katy Fike, Mount Vernon District  
Niquelle Cotton, Hunter Mill District  
Mark Roeber, Springfield District  
Marjorie Caastro, Providence District  
Robert Secundy, At-Large  
Omar Kader, At-Large

**Staff (Department of Purchasing and Supply Management)**  
George Bright, Buyer III  
Martha Cooper, Admin. Assistant IV

Absent: Thomas Kim, At-Large  
Tom Jacobi, Dranesville District  
Marvin Powell, Sully District

Guest: Basile Lemba, Independent Associate, Pre-Paid Legal Services, Inc.

Samuel Phipps called the meeting to order at 7:15 pm

### **Guest Speaker**

Young Ho Chang, Director, Fairfax County Department of Transportation presented a discussion on transportation and land use issues relating to the Dulles Metrorail Extension. The highlights of the presentation included an overview of the project description, which will be constructed in two Phases, with Phase I to be completed in 2011, and Phase II to be completed in 2015.

### **Minutes from the April 25, 2005 meeting were approved as submitted.**

Harold presented motion, Katy seconded. The motion carried.

### **Staff Reports**

George Bright had no staff reports; however, he asked the Commission to clarify that the VCB is indeed no longer meeting, since the meeting notices are posted in the lobby area. Martha Cooper will notify the Department of Facilities Management to cancel the meetings that are apparently still on its schedule.

Sam inquired to DPSM staff whether Cathy Muse had gathered the information requested at the April 25<sup>th</sup> meeting for statistics from a Disparity Study, which has been requested by the Board of Supervisors. George will discuss this matter with Cathy and information will be given to the SBC members.

### **Education & Outreach**

Marjorie distributed an article from *The Washington Post* dated May 22, 2005 of which Thomas Kim was interviewed, discussing the fact that business owners are too busy to take vacations.

A brief discussion took place regarding the outreach seminar that will take place in the fall on "Access to Capital". Marjorie suggested that Cathy Muse or Marvis Marshall of DPSM along with a Community Business Partnership representative present a discussion on business funding. Katy will forward a name and contact information to Marjorie of a person she met at the VBOF.

Omar suggested that more information be gathered as to the audience that would be benefit from this meeting along with resources and/or marketing issues that would prove to be beneficial. Marjorie will continue to do a brief report on her findings and send an email to the Commissioners by next meeting in order for a decision to be made by that time.

Mark suggested that members of the various local Chambers' of Commerce be invited to a program on Buying/Selling with Fairfax County. Katy stated that Marvis already has a monthly workshop in place. She also suggested that maybe a different type of program could be developed, but further discussion should involve Marvis.

### **Legislative Committee**

Mark reported on the local and state issues affecting the small business owners as follows: There is a report due July 1, 2005 from the Governor relating to the Workforce Development. There is a shortage in workforce and housing is an issue that is part of the problem. A brief discussion ensued regarding this matter as it relates to immigrants as well as unskilled laborers.

Katy mentioned that BRAC issue from the Department of Defense may also be included in the issue of the Workforce Development, since a number of employees may be required to relocate. Mark reported that a review of this is due between June 7 and July 17, 2005.

### **Finance Committee**

Sam reported that Marvin Powell is taking the lead on a workshop, but he will report at the next meeting.

### **Community Business Partnership**

The next meeting will be held in July 2005 and Marjorie will be on the panel to 2005. Sam will inquire about CBP's participation with Marjorie's "Access to Capital" outreach seminar.

### **Mount Vernon Lee Chamber**

Katy handed out an article, "The GovCon Report", which gave information regarding workshops and symposiums on how to do business with the federal government. More information can be found at [http://www.fccc.org/files/GC\\_articles5-12-05e.htm](http://www.fccc.org/files/GC_articles5-12-05e.htm).

**Emails**

A motion was made by Marjorie and seconded by Katy to include the subject of emails as part of the agenda. The motion carried.

**Vice-Chair Report**

Harold reported a number of emails he had received required him to forward on to Marvis or other Commission members. He was given Marvis' email address and requested the Commission members forward their email contact information to him.

**Old Business**

Sam thanked Niquelle for being a member of the SBC as well as for all her hard work. This is the last meeting that Niquelle will be attending as a voting member.

Sam also reported that the Board of Supervisor Annual Award presentation be pushed back until a new task force is formed. Further information will be given at the next SBC meeting.

**New Business**

Everyone received a handout from the SBA, which discussed locations for size standards public hearings. Omar stated that it is very important that attention be given to this news release as it does affect the small business owners. Sam requested that each member present make copies and give to their perspective Chambers.

Martha passed out an Arlington's Small Business Survey. A brief discussion took place that maybe Fairfax County might do one; the members can obtain more information by accessing the link located at [www.arlingtonvirginiausa.com/survey05](http://www.arlingtonvirginiausa.com/survey05).

Rodney Lusk from EDA will be the guest speaker at the June 27<sup>th</sup> meeting. He will speak on the Leadership Fairfax Institute as well as the Emerging Leaders Institute. In addition, Sam suggested that the Commissioner's participate in these training programs and approval could be obtained from Office of Small Business Program. Further discussion will take place.

A recommendation was made by Marjorie that the sandwiches for the SBC meetings be provided. This issue will also be discussed at the next meeting as it is a budget matter; Marvis nor Cathy is in attendance.

**Adjournment**

Harold moved to adjourn. Marjorie seconded. Meeting was adjourned at 8:50pm.